

## **ADDENDUM #1**

### **Montana Wild Education Center Gazebo FWP #17-16**

Helena, Montana

May 31, 2018

Bidders for the above listed project are hereby notified that the following changes have been made to the bid documents:

1. *Modify* **REQUEST FOR BIDS** *as follows:*

The bid date is changed to Thursday, July 12, 2018. The time and place of receiving bids remains the same.

2. *Replace the following in* **Technical Specification 06/550, Timber Gazebo Structure, Part 2, Section 1.B.:**

B. Timber Gazebo shall be as manufactured by Western Timber Frame. Equals will be accepted only with the Engineer's approval prior to the bid opening. See section 6 below.

3. *Replace the following in* **Technical Specification 06/550, Timber Gazebo Structure, Part 2, Section 3.C.:**

C. All post, beams and rafters shall be connected utilizing mortise and tenon joining or dovetail notching methods. Alternatively, concealed knife plate connectors with bolts concealed by wood plugs will also be accepted.

4. *Replace the following in* **Technical Specification 06/550, Timber Gazebo Structure, Part 2, Section 3.D.:**

D. Timber lock screws, if utilized, shall be installed in a manner that is hidden.

5. *Add the following to* **Technical Specification 06/550, Timber Gazebo Structure, Part 2, Section 6.:**

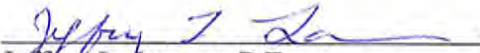
6. **SUBSTITUTIONS**

A. Substitutions to the Western Timber Frame building package are allowed only with prior approval and are subject to the following conditions:

1. The Contractor shall submit a formal substitution request for pre-approval at least 10 calendar days prior to the bid opening date. The submittal shall

include descriptions of materials used, concealed joints, and the firms experience with similar projects. Approval of the Engineer is required to utilize any building package for Bidding or Construction.

2. A revised structural design shall be provided during the submittal process, after the project is awarded. The design shall be prepared by a registered Professional Engineer and shall be sealed and signed. The design shall include both structural calculations and drawings as necessary to completely define the structure.
3. The Contractor will be responsible for updating the pre-approved City of Helena Building Permit with the new structural calculations and drawings. This shall occur after the project award.

  
Jeffrey L. Larson, P.E.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE  
DESIGNATED PLACE IN THE BID FORM **AND ON THE FACE OF THE  
ENVELOPE.**

**Pre-Bid Conference Minutes  
Montana Wild Education Center Gazebo  
FWP #17-16**

May 30, 2018  
9:30 am  
Montana Wild Education Center  
Helena, Montana

**Attendees:**

<u>Affiliation</u>	<u>Name</u>	<u>Phone #</u>
Marks Lumber	Cody Marks	406-933-5794
Montana FWP	Bardell Mangum	406-841-4012
Montana FWP	Thomas Baumeister	406-444-9946
Larson Civil Engineering, LLC	Jeff Larson	406-443-6111

**Introduction:**

Introductions were made in advance of the meeting. The meeting started with the following information:

- **Bid Date**  
Bids will be opened on Tuesday, June 12th, 2018, at 3:00 p.m., at the Montana Fish, Wildlife and Parks, Design and Construction Section Office in Helena.
- **Mail Bid to:**  
Address to mail bids is 1522 9<sup>th</sup> Avenue, PO Box 200701, Helena, Montana 59620-0701.
- **Montana Gov Delivery:**  
Bid documents are found on-line at:

<http://fwp.mt.gov/doingBusiness/DesignAndConstruction/upcomingBidOpenings.html>

Sign up on the FWP **Upcoming Bid Opening Page** to receive all changes to and updates to the website. Receive e-mail notification of new projects, addendums, and pre-bid sign-in sheets posted to the FWP website. (Sign up under **Design & Construction**; if you sign up under Fish, Wildlife & Parks it will give you everything happening in all of Montana Fish, Wildlife & Parks).

- **Contractor Registration**  
Contractor Registration with the Department of Labor and Industry is not required to Bid the project. However, registration is required prior to signing contracts.

- **Bid Package Submittal**

Bid shall include all items listed in Instruction to Bidders including:

- Sealed envelope with project description and address on the outside
- Bid proposal
- Bid security
- Acknowledgement of Addenda
- Federal Debarment Form

Bids may be modified or withdrawn up to the bid opening. Contractors were warned to make sure bids are sent early as the State Mail system can delay delivery of bids.

- **Bid Bond – 10% of Total Bid**

Bid security may be in the form of bid bonds, cashier's check, certified check, or bank money, order payable to the State of Montana. Personal checks will not be accepted.

- **Performance Bond and Labor and Materials Bond**

The successful bidder will be required to provide a Performance Bond and a Labor and Materials Bond in the amount of 100% of the bid.

- **Insurance**

The successful bidder will be required to provide insurance as listed in the Contract Documents. Liability insurance shall be \$1 million per occurrence and \$2 million aggregate. Insurance must cover vehicles used by the company. Listing the State of Montana as additional insured is required.

- **Review Proposal Items**

The base bid for this project includes the gazebo, gazebo foundation, sidewalk and patio.

The following are the additive alternates included in the bid proposal:

- Additive Alternate #1 – Electrical for presentation and lighting
- Additive Alternate #2 – Screen wall to act as a projector screen
- Additive Alternate #3 – Ground hydrant to provide water to the facility
- Additive Alternate #4 – Fire Pit, also includes additional sidewalk and patio
- Additive Alternate #5 – Decorative column bases

Award will be made to the lowest responsible bidder. Additive Alternates will be accepted in consecutive order.

- **Fish, Wildlife and Parks Supplied Materials**

Fish, Wildlife and Parks is not supplying any materials on this project.

- **Project Schedule**

Contract time is 60 calendar days. Project will start as soon as possible after the contracts are signed, and the gazebo is approved for construction.

- **Addenda**

To date no addenda have been issued for this project.

At this point one addendum is anticipated. This addendum will allow other manufacturers to provide the gazebo building package. It is anticipated that the addendum will require at a minimum; a structural design, updating the pre-approved building permit with the City of Helena, and concealed construction joints.

It is also anticipated that the bid opening date will be delayed about one month, to provide more time to respond to the addendum.

- **Interpretations and Substitution Requests**

Interpretations and Substitution Requests are due in writing, 10 days in advance of the bid opening. Currently this is Friday, June 1<sup>st</sup>, but this will change if the bid date changes.

- **Montana Prevailing Wage Rates**

The project is subject to Montana Prevailing wage rates.

- **One Year Warranty**

The project is subject to a one-year warranty period.

- **Payment**

Pay Requests will be processed on a 30-day frequency. The standard 5% retainage will be withheld until the project is accepted as final. All payments are subject to the 1% Department of Revenue withholding.

- **As-Built Drawings**

The Contractor will be required to maintain a set of As-Built drawings; they are considered to be a part of the close-out documents.

- **Supervision**

The Contractor is required to have a qualified supervisor on-site during construction.

- **Federal Debarment Form**

A Federal Debarment Form is required for this project and it must be submitted with the bid proposal for a bid to be accepted.

- **Site Responsibilities**

Staking will be provided by the Owner. Staking will include the center of the building, two points along the building centerline, sidewalk radius points and offset tangents and the center of the fire pit if it is awarded. All staking will be provided in a single trip. The Contractor is responsible for protection of the stakes, replacement of lost stakes, referencing stakes, and any additional required staking beyond the list provided.

Construction limits are limited to the area north of the decomposed granite trail.

- **Special Provisions and Drawings**

- The Contractor is required to provide sanitary facilities for workers as described in Special Provision #12.
- Construction Note #4 of the Drawings – Contractors were referred to testing frequencies and requirements.
- Construction Note #5 of the Drawings – A minimum of 4-inches of topsoil is required on disturbed areas. This may require import of topsoil.
- Construction Note #6 of the Drawings – A building permit has been pre-approved by the City of Helena and is ready for signature. FWP will pay the cost of the Building Permit.

**Project Walkthrough:**

The project site was inspected by the meeting attendees.